

1 STATE OF ALASKA  
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT  
3 DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING  
4 BOARD OF BARBERS AND HAIRDRESSERS

5  
6 MINUTES OF MEETING  
7 May 7, 2018  
8

9 By the authority of AS 08.01.070(2) and AS 08.86.030 and in compliance with the provisions of  
10 AS 44.62 Article 6, a scheduled meeting of the Board of Barbers and Hairdressers was held May  
11 7, 2018 in Anchorage, Alaska, Robert B. Atwood Bldg., Rm 106.

12  
13 ***These minutes were drafted by staff of the Board of Barbers and Hairdressers and have not***  
14 ***been reviewed or approved by the Board.***

15  
16 **Item 1. Call to Order/Roll Call**

17  
18 The meeting of the Board of Barbers and Hairdressers was called to order by Kevin McKinley,  
19 Chair at 8:09 a.m. Members present were:

20  
21 Kevin McKinley, Tattooist/Body Piercer/Permanent Cosmetic Colorist, Chair  
22 Terriann Shell, Public Member  
23 Mae Canady, Hairdresser/Esthetician  
24 Michelle McMullin, Nail Technician  
25 Jennifer Lombardo, Industry License, Tattooist/Permanent Cosmetic Colorist  
26

27 Board members absent from the meeting:

28  
29 Michelle "Mitch" Black, Hairdresser  
30 Vershawn "Shawn" Idom, Barber  
31

32 Present from the Division of Corporations, Business and Professional Licensing were:

33  
34 Cynthia Spencer, Licensing Examiner  
35 Sarah Chambers, Deputy Director  
36 Dawn Bundick, Investigator  
37 Karina Medina, Non Health Care Probation Monitor  
38 Melissa Dumas, Administrative Officer  
39

40 Present from the public were

41  
42 Darae Crews, Instructor (esthetics & hairdressing), Shop Owner

43 Peter Crews, Public  
44 Mourad Soumadi, Student barbering  
45 Juan Carlos Rivera, Barber Exam Applicant  
46 Juan Buck, Hairdresser & shop Owner  
47 Francisco Queliz, Barber exam applicant  
48 Laura Faatoafe, Esthetician  
49

50 Present telephonically from the public were:

51  
52 Maria Messina, Instructor (hairdressing & esthetics)  
53 John Hakala, Dept. of Labor, Father of hairdresser examination candidate  
54

55 **Item 2. Review/amend agenda**

56  
57 Kevin McKinley asked Board members and staff if there were any changes to the agenda.  
58

59 Mr. McKinley asked the Board to consider an “open agenda” which would allow the Board to  
60 move around the agenda without keeping to a specific order in order to conduct a smooth  
61 flowing meeting.  
62

63 **On a motion duly made by Jennifer Lombardo, seconded by Terriann Shell, and**  
64 **approved unanimously, it was**

65  
66 **RESOLVED to approve the agenda allowing for deviations.**  
67

68 Mr. McKinley asked the Board if they would like any further discussion on this motion; hearing  
69 no objections Mr. McKinley polled the Board. Hearing no disagreements, the agenda was  
70 approved.  
71

72 **Item 3. OnBoard Training**

73  
74 Cynthia Spencer reviewed the OnBoard meeting program with the board using various devices  
75 that were being used at the meeting. Ms. Spencer encouraged board members to utilize all the  
76 training resources that OnBoard provides and to contact her with any questions or concerns.  
77

78 **Item 4. Ethics Disclosure**

79  
80 The Board reviewed the provided ethics information.

81  
82 Michelle McMullin stated she is an educator for Elite Beauty Supplies that offers advanced  
83 classes for Nail Technicians.  
84

85 The board had no other ethic disclosures to report.

86 **Item 4. Review/Amend/Adopt Meeting Minutes**

87  
88 The Board reviewed the draft February 22, 2018 teleconference and March 28, 2018  
89 teleconference meeting minutes.

90  
91 Mr. McKinley asked the Board if there were any edits for the drafted minutes. Hearing none  
92 Mr. McKinley requested a motion.

93  
94 **On a motion duly made by Terriann Shell, seconded by Mae Canady, and**  
95 **approved unanimously, it was**

96  
97 **RESOLVED to adopt the February 22, 2018 and March 28, 2018**  
98 **teleconference meeting minutes as written.**

99  
100 Mr. McKinley asked the Board if they would like any further discussion on this motion; hearing  
101 no objections Mr. McKinley polled the Board. Hearing no disagreements, the motion passed  
102 and the minutes were approved.

103  
104 The board was ahead of schedule so ask Ms. Spencer to report on the National-Interstate  
105 Council of State Boards of Cosmetology (NIC) All Regions Meeting she attended April 21-22,  
106 2018.

107  
108 Ms. Spencer reported the following:

- 109 • States in attendance were shocked and disappointed to learn that legislation occurred  
110 June 2017 revoking the nail technician license and reinstated the 12 hour manicurist  
111 license. Many states reported this reversal opens more avenues for human trafficking  
112 and falsified applications as individuals obtain the Alaska license then apply via  
113 credentials/reciprocity/waiver of examination for licensure in their states.
- 114  
115 • Inspection and Investigative discussions revealed Alaska is sorely lacking inspections  
116 done by investigative staff, and Alaska is also one of few reactionary boards. Most  
117 boards have at minimum 6 staff members (employees or contractors) who have prior  
118 enforcement history, that conduct shop inspections on a regular basis. This discussion  
119 also led to a greater understanding by other state boards that Alaska is the smallest  
120 staffed licensing board and has a massive geography which also has access difficulties.
- 121  
122 • State boards that administer the NIC practical examinations do not have the  
123 examination proctor problems that have been causing issues in Anchorage; states report  
124 that NIC examination proctor training is very thorough and is done on an annual basis in  
125 order to keep examination proctors current with standards and practices. State boards  
126 using the NIC practical examination also reported that if AK used the NIC practical exam  
127 it would make the applicant process for those applying via  
128 credentials/reciprocity/waiver of examination easier.

129 • Alaska is one of a small handful of states that have a combined hairdresser & barber  
130 board. Many other states that have separate regulatory boards for each profession are  
131 having many difficulties with statutes, regulations, and heated professional conflicts  
132 between boards and licensees.

133  
134 Ms. Spencer informed the board, most states that do not have a combined board  
135 require hairdressing services may not be provided in the same room as barbering  
136 services (and vice versa) and several separate boarded states are having fiscal problems  
137 with the boards.

138  
139 • Most state boards agree that microblading is a tattoo service and should be regulated  
140 under tattooing or permanent cosmetic coloring. Alaska is the only board that also  
141 regulations tattooing/permanent cosmetic coloring and body piercing; most states  
142 regulate these professions through their Dept. of Health.

143  
144 The board discussed the benefits of sending staff and board member(s) to the NIC meetings.  
145 The board decided to keep requesting one staff member and one board member be sent to the  
146 NIC regional and annual meetings in their annual report.

147  
148 The board discussed how to determine which board member would be appropriate to send to  
149 the meetings; historically the chairperson has been sent.

150  
151 Ms. Canady asked if Glenda Ledford would continue to be sent to all NIC meetings. Ms.  
152 Spencer stated that Ms. Ledford would attend at her own cost as she is the Vice President of  
153 NIC.

154  
155 **Item 6. Public Comment**

156  
157 Mr. McKinley reviewed the sign-in sheet for public testimony and determined each speaker  
158 would be allowed four (4) minutes

159  
160 Maria Messina, Instructor (hairdressing & esthetics)

161 Ms. Messina read from a letter she had written addressing problems regarding a recent  
162 hairdresser examination candidate.

163  
164 Juan Rivera, Barber examination and licensure candidate

- 165 • 20 years' experience with hair, five (5) years barbering experience and training in Puerto  
166 Rico
- 167 • Shouldn't have to take exams in Alaska; would like waiver of examination granted.
- 168 • Will be unable to work when temporary permit expires.
- 169 • License process causing financial issue.

170  
171 The board thanked Mr. Rivera for speaking.

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Juan Buck, Hairdresser & Shop Owner

Mr. Buck introduced himself to the Board and stated he would also be assisting and speaking for several attendees that have problems with English and is representing the Spanish speaking barbering community.

- Many barbers coming from Puerto Rico (PR) where they obtained training and provided services
- Board should recognize licenses/certificates obtained in PR and allow applicants to apply by waiver of examination/credentials/reciprocity.
- Spanish language written examination not a good exam; can be difficult to understand for Spanish speakers due to translation. Mr. Buck informed the board he had taken the Spanish language written exam several times and failed; then took English language written exam and passed.
- Temporary student licenses should be issued longer than 120 days as the current 120 days is not long enough for many applicants to pass examinations and continue working.

Ms. Spencer responded that PR is not recognized as a state, PR is recognized as a territory which is not the same per the boards by waiver of exam/credentials/reciprocity requirements and therefore any applicant seeking licensure from PR is required to meet minimum training requirements, go through a board review and pass practical and written examinations. Ms. Spencer went on to state, Mr. Rivera had obtained a cosmetology license issued by the Florida Board; based on direct communication with the FL Board, FL does not allow barbering under its cosmetology license. In response to this, Mr. Rivera did provide proof of a barber apprenticeship in FL and is now required to take and pass the barber practical and written examination. Ms. Spencer urged Mr. Buck to encourage individuals from PR who want to provide barber services, if getting licensed in another state before Alaska, to make sure they obtain a license that allows them to provide barbering services.

Ms. Spencer also informed the board and attendees, each question in a written examination booklet cost NIC \$10,000 to create from start to publication. Ms. Spencer stated the NIC written examinations are translated into Spanish, Korean, and Vietnamese literally; this literal verbiage translation is done as NIC cannot meet the needs of every dialect of these three languages.

The Board thanked Mr. Buck.

Francisco Queliz, Barber exam applicant (Mr. Buck translated)

- 22 years barbering in PR and New York.
- Alaska should be more flexible with license transfers from out of state.
- Why is it so complicated to obtain Alaska license.
- Family member applying for license for over four (4) months and not getting any communication from staff.
- Board should require bilingual staff.

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Darae Crews, Instructor (esthetics & hairdressing), Shop Owner  
Ms. Crews introduced herself to the board.

Ms. Crews stated microblading is not a tattoo service and should be allowed under an esthetician license as the procedure does not go below the dermal layer of skin.

Mr. McKinley gently interrupted Ms. Crews and asked if she would be attending the town hall meeting scheduled for May 9. Ms. Crews responded she would be attending; Mr. McKinley informed Ms. Crews that microblading/microstroking would be discussed in detail during this event and many of her questions and concerns would be addressed.

Peter Crews, Public

Mr. Crews introduced himself as the husband of Ms. Crews and assisted operating her shop.

- Mr. Crews stated two (2) estheticians working at the shop are providing microblading services.
- Alaska may need apprentice program and text book for training.

Mr. McKinley reiterated his statement about attending the May 9 town hall meeting. Mr. McKinley also stated, Senate Bill (SB) 4 had passed through the legislative process and would be effective in statute January 1, 2019. Mr. McKinley briefly detailed the content of SB4 and stated the tattoo/permanent cosmetic colorist (PCC) license would be split into two separate licenses which will allow the board to create a PCC specific curriculum and examination process.

The board thanked Mrs. & Mr. Crews for participating and hoped to see them both at the town hall meeting.

Laura Faatoafe, Esthetician

- Unable to find information in the boards statutes/regulations addressing microblading requirements.
- Received microblading training earned certificate and has been providing microblading services for some time; was recently told she cannot provide microblading without a tattoo/pcc license.
- Do not want PCC license and urged the board to consider grandfathering options while drafting regulations.

The board thanked Ms. Faatoafe.

Mourad Soumadi, Barber examination and licensure candidate.

- Temporary student license time should be extended; 120 days not long enough since you cannot work without the license which is causing financial hardship.
- Failed written examination three (3) times and had to pay \$800.00 to enroll in a school to complete required 50 hours of theory training before being allowed to re-test.

- Took verbal written exam in Anchorage, proctor did not know how to pronounce terminology and skipped several questions.

Ms. Spencer apologized for the verbal examination proctor problem in Anchorage; Ms. Spencer stated a dictionary would be provided the next time staff not familiar with the industry proctored a verbal examination.

The board thanked Mr. Soumadi.

Mr. McKinley invited all attendees to participate in the May 9 town hall meeting which is scheduled to begin at 12:30pm, would be covering an array of topics, and would be held in the same area as this current board meeting.

*Recess                    The Board recessed at 9:47 a.m. for a break; reconvened at 9:50 a.m.*

### **Item 7. Investigative Report**

Dawn Bundick, Investigator and Karina Medina, Office Assistant greeted the Board.

Ms. Medina reviewed the probation report with the board.

Ms. Medina reported Jeff Staha, Case 2013-002011 had filed for bankruptcy; Ms. Medina stated she has been in contact with his attorney and hopes the last portion of the fine will be paid.

The board thanked Ms. Medina.

Ms. Bundick reviewed the investigative report; the report is from December 16, 2017 through April 15, 2018. Ms. Bundick reported the division opened 12 new matters and closed 13; 28 matters remain on-going and under active investigation or are pending litigation and/or board action. Ms. Bundick also informed the board that the division conducted five (5) license compliance checks.

Ms. Bundick asked the board if they had made any changes to their adopted civil fine schedule since their last meeting. Ms. Bundick went on to state she had been contacted by a licensee whom reported there had been changes to the fine schedule as reflected on the schedule included with a letter sent by licensing staff; the fine schedule reflected fines double for repeat violations.

Ms. Spencer responded that there have been two fine schedules; the first was created with previous investigator William Harlan and the last updated to the civil fine schedule occurred October 2014 at a meeting Ms. Bundick was in attendance. Ms. Spencer went on to state she had included the fine schedule Ms. Bundick had emailed to Ms. Spencer at Ms. Spencer's request. Ms. Spencer apologized for including an outdated fine schedule with the letter. Ms. Spencer apologized for not responding to all of Ms. Bundick's emails and stated she would

301 email the current civil fine schedule that she had on file to Ms. Bundick upon her return to the  
302 office.

303  
304 Mr. McKinley asked the board if they had any other questions which could be addressed before  
305 executive session, hearing none, Mr. McKinley requested a motion for executive session.

306  
307 **On a motion duly made by Michelle McMullin, seconded by Jennifer Lombardo,**  
308 **and approved unanimously, it was**

309  
310 **RESOLVED to enter into Executive Session under the authority of AS**  
311 **44.62.310(C) to discuss with the investigator the investigative report.**

312  
313 The Board entered into executive session at 10:00 a.m., and returned from executive session at  
314 10:13 a.m.

315  
316 **On a motion duly made by Michelle McMullin, seconded by Mitch Black, and**  
317 **approved unanimously, it was**

318  
319 **RESOLVED to adopt the Imposition of Civil Fine as written for case 2017-**  
320 **001198.**

321  
322 Mr. McKinley asked the Board if they would like any further discussion on this motion; hearing  
323 none Mr. McKinley polled the Board. Hearing no disagreements, the motion passed  
324 unanimously.

325  
326 Mr. McKinley apologized to the board for jumping to passing the motion without allowing for  
327 discussion; Mr. McKinley requested a second motion.

328  
329 **On a motion duly made by Terriann Shell, seconded by Michelle McMullin, and**  
330 **approved unanimously, it was**

331  
332 **RESOLVED to adopt the Imposition of Civil Fine as written for case 2017-**  
333 **001198.**

334  
335 Mr. McKinley asked the Board if they would like any further discussion on this motion.

336  
337 Ms. McMullin stated the fine reflected \$500.00 and she wanted to confirm no hardship or fine  
338 reduction request had been received. The board and Ms. Bundick confirmed no requests had  
339 been received.

340  
341 Mr. McKinley asked the Board if they would like any further discussion on this motion; hearing  
342 none Mr. McKinley requested a roll call vote.

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**Roll Call Vote**

<b>NAME</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
<b>Kevin McKinley</b>	<b>X</b>		
<b>Terriann Shell</b>	<b>X</b>		
<b>Mae Canady</b>	<b>X</b>		
<b>Jennifer Lombardo</b>	<b>X</b>		
<b>Michelle McMullin</b>	<b>X</b>		

**THE MOTION PASSED UNANIMOUSLY FOR CASE 2017-001198, THUY (LENA) TRANG TRAN.**

**On a motion duly made by Terriann Shell, seconded by Michelle McMullin, and approved unanimously, it was**

**RESOLVED to adopt the Imposition of Consent Agreement as written for case 2017-000965.**

Mr. McKinley asked the Board if they would like any discussion on this motion.

Ms. McMullin asked if the fine had been paid. Mr. McKinley responded the board was just at the adoption/approval phase of the process and that they would need to approve the consent agreement before fines.

Mr. McKinley asked the Board if they would like any further discussion or questions on this motion; hearing none Mr. McKinley requested a roll call vote.

**Roll Call Vote**

<b>NAME</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
<b>Kevin McKinley</b>	<b>X</b>		
<b>Mae Canady</b>	<b>X</b>		
<b>Jennifer Lombardo</b>	<b>X</b>		
<b>Terriann Shell</b>	<b>X</b>		
<b>Michelle McMullin</b>	<b>X</b>		

**THE MOTION PASSED UNANIMOUSLY FOR CASE 2017-000965, JOHN QUOC DBA HAPPY NAILS.**

**On a motion duly made by Jennifer Lombardo, seconded by Mae Canady, and approved unanimously, it was**

**RESOLVED to adopt the Imposition of Imposition of Civil Fine as written for case 2017-001199.**

Mr. McKinley asked the Board if they would like any discussion on this motion.

387 Ms. McMullin asked if this was the case that also included a hardship request. Mr. McKinley  
388 responded that the board must first take action on the Civil Fine and then they could consider  
389 the request.

390

391 Mr. McKinley asked the Board if they would like any further discussion on this motion; hearing  
392 none Mr. McKinley requested a roll call vote.

393

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**Roll Call Vote**

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<b>NAME</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
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397

<b>Terriann Shell</b>	<b>X</b>		
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<b>Michelle McMullin</b>	<b>X</b>		
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<b>Jennifer Lombardo</b>	<b>X</b>		
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<b>Mae Canady</b>	<b>X</b>		
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401

<b>Kevin McKinley</b>	<b>X</b>		
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**THE MOTION PASSED UNANIMOUSLY FOR CASE 2017-001199, LILIAN DAVIS.**

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**On a motion duly made by Terriann Shell, seconded by Mae Canady, and approved unanimously, it was**

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408

**RESOLVED to accept the hardship request for case 2017-001199.**

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Mr. McKinley asked the Board if they would like any discussion on this motion.

411

412

The board discussed the request and asked Ms. Bundick is she knew when Lilian Davis and her family were expecting their permanent change of station (PCS) orders. Ms. Bundick responded she did not have that information.

413

414

415

416

The board discussed the length of time Ms. Davis was practicing without a license. Ms. Bundick informed the board that historically they had granted 180 day extensions for similar situations. The board verified Ms. Davis had obtained an Alaska manicurist license.

417

418

419

420

Mr. McKinley informed the board they had two pieces to consider, would the lower the fine and would they grant an extension of time to pay the fine. The board discussed lowering the fine and decided the fine amount should remain as is. The board discussed extending payment time and agreed extending to 180 days would be acceptable.

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422

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425

**On a motion duly made by Jennifer Lombardo, seconded by Mae Canady, and approved unanimously, it was**

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427

428

**RESOLVED to amend the previous motion to accept the fine at \$1,000.00 and extend the payment time period to 180 days for case 2017-001199 to**

429

430

431 Mr. McKinley asked the Board if they would like any further discussion on this amended  
432 motion; hearing none Mr. McKinley polled the board; hearing no disagreements the  
433 amendment passed.

434  
435 Mr. McKinley asked the Board if they would like any further discussion on the first motion;  
436 hearing none Mr. McKinley requested a roll call vote.

437  
438 **Roll Call Vote**

439

440	NAME	YES	NO	ABSTAIN
441	Terriann Shell	X		
442	Mae Canady	X		
443	Jennifer Lombardo	X		
444	Kevin McKinley	X		
445	Michelle McMullin	X		

446

447 **THE MOTION PASSED UNANIMOUSLY TO KEEP THE \$1,000.00 FINE AND EXTEND THE TIME**  
448 **FOR PAYMENT TO 180 DAYS CASE 2017-001199, LILIAN DAVIS.**

449  
450 The Board thanked Ms. Bundick for her time.

451  
452 **Item 8. Budget Report**

453  
454 Sarah Chambers, Deputy Director and Melissa Dumas, Administrative Officer joined the board.

455  
456 Ms. Chambers introduced herself and Ms. Dumas to the board.

457  
458 Ms. Chambers reviewed the FY18 3<sup>rd</sup> Quarter report which ended March 31, 2018, CBPL Cost  
459 Allocations, Expenditures and FY18 Indirect Cost Methodology reports with the Board.

460  
461 The board briefly discussed the report with Ms. Chambers.

462  
463 Ms. Chambers discussed the Dept. of Environmental Conservations (DEC) contract for  
464 inspecting tattoo/pcc and body piercing shops with the board; Ms. Chambers informed the  
465 board that the contract was up for renewal and asked if the board would consider reauthorizing  
466 the current \$13,500.00 contract for FY19. Ms. Chambers informed the board that the total fee  
467 amount didn't obligate the board to pay the full amount; the board only pays what DEC actually  
468 uses, however if DEC goes over the total the contract could be amended to meet the cost  
469 difference.

470  
471 **On a motion duly made by Kevin McKinley, seconded by Terriann Shell, and**  
472 **approved unanimously, it was**

473

474 **RESOLVED to pay Dept. of Environmental Conservation for contractual**  
475 **services for inspecting shops that provide tattooing/permanent cosmetic**  
476 **coloring and body piercing \$13,500 for Fiscal Year 19.**

477  
478 Mr. McKinley asked the Board if they would like discussion on this motion.

479  
480 Ms. McMullin asked if the inspections would also cover shops providing microblading. Mr.  
481 McKinley responded microblading is a tattoo/pcc service.

482  
483 Mr. McKinley asked the Board if they would like any further discussion on this motion; hearing  
484 none Mr. McKinley requested a roll call vote.

485  
486 **Roll Call Vote**

487	NAME	YES	NO	ABSTAIN
488				
489	<b>Mae Canady</b>	<b>X</b>		
490	<b>Kevin McKinley</b>	<b>X</b>		
491	<b>Michelle McMullin</b>	<b>X</b>		
492	<b>Terriann Shell</b>	<b>X</b>		
493	<b>Jennifer Lombardo</b>	<b>X</b>		

494  
495 **THE MOTION PASSED UNANIMOUSLY TO PAY \$13,500 FOR SHOP INSPECTION CONTRACTUAL**  
496 **SERVICES TO DEPT. OF ENVIRONMENTAL CONSERVATION FOR FY19.**

497  
498 **Item 9. Board Business/Discussion.**

499 **B. Current Legislation & Senate Bill 4 Update**

500  
501  
502 Ms. Chambers announced SB4 had passed and would be transmitted to the Governor for  
503 signature shortly; once signed by the Governor the new statutes would go into effect January 1,  
504 2019. Ms. Chambers informed the board that it is very important that they begin drafting  
505 regulations to address the changes which include creation of three (3) new license types.

506  
507 Ms. Spencer stated that the board that the drafting process should begin now to accommodate  
508 the lengthy regulation process in response to staff shortages with Dept. of Law and with other  
509 agencies. Ms. Spencer informed the board that manicuring regulation updates that had been  
510 done in response to legislation changes which went into effect June 1, 2017, were still sitting  
511 with Dept. of Law waiting on final review before being transmitted to the Lt. Governor's office  
512 for signature.

513  
514 The board agreed they would begin the drafting process by at least assigning board members  
515 tasks, committees, and scheduling one to two more board meeting between now and  
516 September 2018.

518 Mr. McKinley briefly discussed videoconferencing using Zoom Video Conferencing. The board  
519 agreed they would be willing to try this program.

520  
521 Ms. Chambers encouraged the board to consider allowing investigative staff to inspect shops;  
522 Ms. Chambers asked the board to keep in mind the logistics, training, costs, times and other  
523 factors that would tie into staff conducted shop inspections.

524  
525 The board briefly discussed this topic and possible plan review and complaint driven inspection  
526 options.

527

#### 528 D. May 9, 2018 Town Hall Meeting Planning Discussion

529

530 Ms. Chambers suggested that Mr. McKinley announce the SB4 update at the start of the town  
531 hall meeting which would allow attendees to provide input. The board agreed this was a good  
532 idea and it would help to receive input at the start of the regulation drafting process.

533

534 The board discussed responses to attendee questions, they decided providing current factual  
535 information the best plan. The board reviewed their topic assignments as set during the March  
536 28, 2018 meeting and agreed to discuss questions/comments they might be unable to answer  
537 during their May 21 teleconference.

538

539 Board member assignments:

540 Manicuring/nails Mc. McMullin

541 Permanent cosmetics, tattooing, and microblading Ms. Lombardo and Ms. Canady

542 Non chemical barbering Shawn Idom

543 Hair braiding Ms. Canady

544 Microphone runner Ms. Shell

545 Meeting moderator Mr. McKinley

546

547 Mr. McKinley asked Mr. Canady to coordinate with Mr. Idom regarding non chemical barbering  
548 information.

549

550 Ms. Spencer requested the board announce to attendees to keep a current mailing and/or  
551 email address on file with the Division in order to ensure licensees receive notifications of  
552 regulation projects, town hall meeting announcements, etc.

553

554 The board briefly discussed the tattoo/pcc license split; currently licensed tattoo/pcc licensees  
555 how to select which license they want or choose both, ability to find pcc trainers, curriculum  
556 options, out of state training, and grandfathering options.

557

558 Ms. Chambers informed the board that she is glad Ms. Bundick has been in attendance as these  
559 changes affect the investigative process.

560

561 Ms. Lombardo asked how to address individuals that have been misinformed and provided  
562 inaccurate information about the microblading process and procedure. Ms. Chambers  
563 responded that effective January 1, 2019 this would not be an issue since SB4 will go into effect  
564 which will clearly define microblading so the board, at this time, could educate the public about  
565 SB4 changes.

566  
567 Ms. Chambers asked the board how they want to advise investigative staff to handle complaints  
568 relating to microblading. The board briefly discussed advisement options.

569  
570 The board thanked Ms. Chambers for her time and assistance.

571  
572 *Recess The Board recessed at 12:10 p.m. for a break; reconvened at 12:30 p.m.*

573  
574 A. Alaska State Law Question for National Written Examinations

575  
576 Ms. Spencer stated that due to the current agenda current immediate issues the board must  
577 address, she suggests tabling this item for the next meeting scheduled for October 1, 2018 and  
578 consider, instead of state law questions, which would be included in all written examinations  
579 and would be a requirement for all applicants, the board consider an open book Jurisprudence  
580 examination which could be part of an application or even emailed/mailed to applicants upon  
581 receiving an application. Ms. Spencer informed the board that this would need to be a new  
582 regulation which the board could include with the other regulations they would be drafting.

583  
584 The board briefly discussed how board members write questions. Mr. McKinley informed the  
585 board that they will need to email Ms. Spencer five (5) questions and answers by the end of the  
586 month (May 2018). Ms. Lombardo asked Ms. Spencer if this was similar to the questions she  
587 had sent to Ms. Spencer. Ms. Spencer responded Ms. Lombardo & Mr. McKinley are the only  
588 board members to submit.

589  
590 Ms. Shell asked if the questions would be translated. Ms. Spencer responded this would be up  
591 to the board, however Alaska is one of very few states that even allow foreign language  
592 examinations.

593  
594 C. Regulation Projects

595  
596 Mr. McKinley reviewed SB4 changes with the board and made the following regulation drafting  
597 assignments.

- 598 ❖ Hair braiding Ms. Canady and Mitch Black.
- 599 ❖ Non chemical barbering Shawn Idom and Ms. Canady assisting.
- 600 ❖ Permanent cosmetics and microblading Ms. Lombardo.
- 601 ❖ DEC shop inspection requirements Ms. McMullin, Ms. Shell, and Ms. Chambers.

602  
603 Mr. McKinley informed Ms. McMullin and Ms. Shell that if they had any questions relating to  
604 DEC regulations that they should contact Ms. Chambers. Ms. Chambers sated she would do the

605 research for this project and relay the information to Ms. McMullin and Ms. Shell. Ms.  
606 McMullin asked how she could communicate with DEC if needed; Ms. Chambers responded  
607 that correspondence should be sent directly to her for dissemination to the appropriate DEC  
608 staff member due to communication between state employees would be best.

609

610 Mr. McKinley asked Ms. Chambers how the board could have weekly or biweekly progress  
611 check without violating the open meeting act. Ms. Chambers responded she would send out  
612 email reminders periodically with the first going out June 12, 2018.

613

614 **Item 10. Board Business/Discussion, Cont.**

615

616 E. Set Future Meeting Dates

617

618 The board discussed future meeting dates and decided to set the following dates for  
619 teleconferences, video conferences and face to face meeting.

620

621 June 6, 2018 teleconference to begin at 8:00am – 11:00am.

622 July 9, 2018 teleconference/videoconference to begin at 9:00am – Noon, with Anchorage board  
623 members meeting at the Atwood Bldg.

624

625 Ms. Spencer asked the board if they should allow more time for the public comment agenda  
626 item. The board briefly discussed extending the allotted time and decided to allow one hour  
627 for public comment.

628

629 The board discussed their October 1 meeting and decided that due to agenda items and  
630 regulation projects to amend the one day meeting to be a two day meeting with a later start  
631 time; the board decided the October meeting will be set for October 1 – 2, 2018 beginning at  
632 9:30am.

633

634 The board requested adding regulation drafting progress board member reports be added to  
635 the May 21 teleconference meeting agenda.

636

637 A. Application Review

638

639 There were no applications for the board to review.

640

641 B. Correspondence

642

643 The board reviewed the letter and pictures sent to Ms. Spencer from the Goose Creek  
644 Correctional Barber School.

645

646 The board reviewed the correspondence from Diana Vivalmore. The board stated that with the  
647 passing of SB4 and drafting regulation process, this was an issue that would be a non-issue.



691 **On a motion duly made by Jennifer Lombardo, seconded by Mae Canady, and**  
692 **approved unanimously, it was**

693  
694 **RESOLVED to instruct investigative staff to issue an advisement letter for**  
695 **microblading without a tattoo/permanent cosmetic colorist license. In the**  
696 **case of a complaint that requires medical referral, a cease and desist order**  
697 **will be issued immediately and Dept. of Environmental Conservation be**  
698 **notified by the investigator.**

699  
700 Mr. McKinley asked the Board if they would like any discussion on this motion.

701  
702 Ms. Lombardo asked if dates or the length of time this would remain in effect should be  
703 provided. The board discussed providing dates and decided that having a start and end date  
704 would benefit investigative staff.

705  
706 **On a motion duly made by Mae Canady, seconded by Terriann Shell, and**  
707 **approved unanimously, it was**

708  
709 **RESOLVED to amend the main motion to add from May 7, 2018 through**  
710 **January 1, 2019 investigative shall...**

711  
712 Mr. McKinley asked the Board if they would like any further discussion on this amended  
713 motion; hearing no objections Mr. McKinley polled the Board. Hearing no disagreements, the  
714 amendment passed unanimously.

715  
716 Mr. McKinley requested a roll call vote for the entire motion including the amendment.

717  
718 **Roll Call Vote**

719	NAME	YES	NO	ABSTAIN
720				
721	Jennifer Lombardo	X		
722	Terriann Shell	X		
723	Kevin McKinley	X		
724	Mae Canady	X		
725	Michelle McMullin	X		

726  
727 **THE AMENDMENT TO THE MAIN MOTION PASSED UNANIMOUSLY.**

728  
729 C. FY 2018 Annual Report (Spencer)

730  
731 The Board reviewed the Fiscal Year (FY) 2017 Annual Report. Ms. Spencer reviewed the annual  
732 report process, staff responsibilities and board responsibilities for the report and deadlines.  
733 Ms. Spencer also informed the Board that the deadline for report submission is now being

734 strictly enforced by the Division and failure to submit Board required portions would result in  
735 those sections not being submitted.

736

737 1. Narrative Statement

738 Mr. McKinley informed the board he had drafted a narrative statement and would email it to  
739 Ms. Spencer by the end of the week.

740

741 2. Budget Recommendations

742

743 Ms. Spencer reviewed the FY17 budget recommendations with the Board to confirm  
744 information that will be provided in the FY18 report; adding an additional teleconference  
745 meeting and additional proctor fees to cover new proctor training and additional examination  
746 proctors. Ms. Spencer verified the board wanted to keep the NIC meetings in the budget.

747

748 3. Proposed Legislation Recommendations

749

750 The board stated they would consider this section and email recommendations to Ms. Spencer.

751

752 4. Regulation Recommendations

753

754 The Board agreed the statement, "The Board will be drafting regulations to address industry  
755 needs and legislative changes", should be used for this section of the report.

756

757 5. Goals & Objectives

758

759 The Board drafted part 1 of the goals and objectives; what were FY18 goals and how they were  
760 met. The board updated goals and objectives for FY19. Ms. McMullin stated she would email  
761 the drafted information to Ms. Spencer.

762

763 Ms. Spencer assured the Board that they would be emailed drafts of their submissions for  
764 review and edits prior to being submitted for the final annual report.

765

766 *The Board adjourned at 5:00 p.m.*

767

768 Respectfully submitted:

769

770

771 \_\_\_\_\_  
Cynthia Spencer, Licensing Examiner

772

773 Approved:

774

775

776 \_\_\_\_\_  
Kevin McKinley, Chairperson  
777 Board of Barbers and Hairdressers

778  
779  
780

Date: \_\_\_\_\_